

Direct Claims Status

1. What is Direct Claims?

The Direct Claims System for QCF Modern Languages qualifications has been introduced as a means of supporting our centres in developing and maintaining quality assurance in the delivery and assessment of qualifications.

All centres offering QCF Modern Languages are required to gain Direct Claims Status for each of the QCF Modern Languages offered in the centre. When Direct Claims Status is awarded the centre will be able to claim certificates for individual qualifications and levels without having to submit samples for External Moderation before the issue of results.

Direct Claims Status is based on criteria relating to quality assurance in the management, delivery and assessment of QCF Modern Languages qualifications

2. How does my centre obtain Direct Claims Status for QCF Modern Languages Qualifications?

In order to obtain Direct Claims Status centres must :

- complete the Direct Claims Submission Form (online). This form will be made available later in the year
- attend a subject specific Agreement Trial
- complete two cycles of External Moderation *without adjustment* to teacher/tutor assessments.
- retain records of assessment and internal moderation for not less than 12 months from the date of the claim for certificates
- facilitate a monitoring visit by CCEA once in a three year cycle.

3. How does my centre maintain Direct Claims Status for QCF Modern Languages qualifications?

Centres are required to:

- retain records of assessment and internal moderation for not less than 12 months from the date of the claim for certificates

- complete the Direct Claims Annual Form (online). This form will allow centres to update their details and will be made available later in the year
- facilitate a monitoring visit by CCEA once in a three year cycle.

4. How does Direct Claims impact upon my centre?

Direct Claims Qualifications

Centres will be able to claim certificates for Direct Claims qualifications without having to submit samples for External Moderation before the issue of results.

Centres complete the TAC 1 online and submit to CCEA. There is no requirement for sample collection as external moderation does not take place before the issue of results. Results will be issued in accordance with the results timetable (result dates can be found in the administration handbook). However centres must retain evidence of assessment for not less than 12 months from the date of the TAC 1 submission as samples of learners' work may be required for Quality Assurance Moderation after the issue of results (see below).

Quality Assurance Moderation

Direct Claims qualifications are subject to Quality Assurance Moderation. Quality Assurance Moderation takes place annually after the issue of results Centres are selected on a random basis and samples are submitted to CCEA.

Non Direct Claims Qualifications

External moderation will take place *before the issue of results* for qualifications that do not currently have Direct Claims Status, in addition the teacher/tutor assessments will be subject to adjustment.

CCEA external moderation before the issue results takes place bi annually (January and May). Details of portfolio collection and result dates can be found in the administration handbook.

5. Can Direct Claims Status be withdrawn?

Direct Claims Status can be withdrawn for individual qualifications in the following circumstances:

- After Quality Assurance Moderation, should moderators disagree with the teacher/tutor assessed levels submitted by the centre
- After a monitoring visit, should the centre not provide the appropriate evidence relating to quality assurance of assessment

6. How can Direct Claims Status be reinstated if it has been withdrawn?

If Direct Claims status is withdrawn for an individual qualification, the centre must provide evidence to meet the Direct Claims criteria.

The centre must:

- complete two cycles of External Moderation, before the issue of results, *without adjustment* to teacher/tutor assessments
- provide evidence that meets the quality assurance in the management, delivery and assessment of qualifications.
- facilitate a monitoring visit (if required)
- attend a subject specific Agreement Trial (if required)

7. Who can I contact for guidance in relation to any aspect of Direct Claims?

CCEA offer dedicated support for Direct Claims. The support can be offered in a number of way :

- Tailored, specific support for your centre
- Information and circulars
- Support events

Should you have any queries please contact:

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